



THE KENYA SCHOOL OF LAW

DIPLOMA IN LAW (PARA-LEGAL STUDIES)

COMMENCING IN MAY 2024

(DAY/EVENING CLASSES)

The Kenya School of Law is an institution established under the Kenya School of Law Act, 2012. The School is mandated by section 4(1) of the Act to be a public legal education provider responsible for the provision of professional legal training **as an agent of the Government**. In the exercise of this mandate, the School invites applications from qualified candidates to pursue studies leading to a Diploma in Law (Para-legal studies), commencing in **MAY 2024**.

1. General objectives of the Programme:

The general objectives are to train persons to serve in all fields of law and to instill professional preparedness and ethical commitment in the legal practice as Para-legals. The programme may also lay a foundation for those wishing to pursue further studies in the legal field.

2. Training Venue:

The programme is offered at the Kenya School of Law, **Town Campus**, in **Development House, 5th and 6th Floor, New Wing, Moi Avenue, Nairobi**. Learning will be physical, though an online class **may be** considered subject to quorum.

3. Minimum entry requirements:

To be eligible for admission into the Diploma in Law (Para-legal Studies) Programme, applicants must meet the following requirements:

- a) A mean grade of **C(plain)** in Kenya Certificate of Secondary Education (K.C.S.E) examination or its equivalent with at least **C(plus)** in English or Kiswahili;
- b) At least one principal pass at the Kenya Advanced Certificate of Education (K.A.C.E) examination;
- c) A pass in a certificate of law course offered at an accredited legal education provider; or
- d) A certificate of experiential learning issued by the Council of Legal Education.

4. Duration and Pattern of the programme:

- a) This is a weekday programme with an option for either day or evening classes.
- b) The programme shall last for a minimum period of two (2) academic years comprising of three (3) terms in each year.
- c) Students shall register for a maximum of four (4) course units per term.
- d) To qualify for the award of the Diploma in Law (Para-legal Studies) candidates must complete the course of study in not less than two (2) academic years and not more than three (3) academic years.

5. **Fees structure:**

(NB – 75% of fees due for each Term must be paid during registration and the balance at least two weeks before commencement of examinations)

	Item	Cost(Kshs.)
1	Application fees (to be paid on submission of application)	2000/=
2	Tuition fees per course unit *(Maximum 4 units per term)	7500/=
3	Examination fees per course unit *(Maximum 4 units per term)	3000/=
4	Library fees (per year).....	5000/=
5	Attachment fees (payable in the last term of second year).....	15,000/=

*Total units for the programme = 24

6. **Mode of Application:**

Application to the 2024/2025 academic year commencing on **6TH MAY 2024** must be submitted through the **online** application portal available on the School website www.ksl.ac.ke. The following documents must be uploaded on the portal:

- a) Copy of K.C.S.E./K.C.E./K.A.C.E. certificate or equivalent;
(NB: Result slips will only be accepted for the 2023 K.C.S.E. candidates)
- b) Copy of national identity card;
- c) A passport size colour photograph;

NB: Please note that the online application portal will prompt you to pay an application fee of Kshs.2000 via Mpesa.

So as to be received, not later than **31ST MARCH 2024**

Applications not accompanied by the required documents, or sent after the closing date shall not be accepted.

Dr. HENRY K. MUTAI

DIRECTOR/CHIEF EXECUTIVE OFFICER